English Structure For All

Easy Learning

Simple Examples



Done By :

MR. Sherif

Index

With Great Success



Parts of speech

Part Of Speech	Definition تعريف	Example مثال
Noun / n / اسم	اسم شخص / حيوان / نبات / جماد	Ahmed, book , education
Pronoun / pn / ضمير	هو ما يدل على اسم أو يحل محله	I, he, she, it, who ,which ,whose
Verb / v / فعل	هو ما يدل على حدوث شيء في وقت ما	play, played , is , are , have
Adjective /adj./ صفة	هو عبارة عن كلمة تصف الاسم وتكون قبله	quick boy / good student
Adverb / adv. / حال	هو عبارة عن كلمة تصف الفعل أو الصفة	run quickly / study well / extremely tall
Preposition /prep./ حرف الجر	هو كلمة تأتي مع الاسم أو الضمير لتبين علاقته بكلمة أخرى(to - by - for in- with - from- of- about ...	Ahmed goes to school . They traveled by plane.
Conjunction /conj./ رابط عطف	هو كلمة تصل ما بين كلمة و كلمة أو جملة وجملة (or / and).	Ali and Ahmad are my friends .
Interjection كلمة تعجب	هو عبارة عن أصوات أو صيحات تعبر عن التعجب (Alas – Wow)	Alas ! She died . يا للأسف ! لقد ماتت.
Article أداة	Definite(the) indefinite (a, an) تستخدم a قبل الاسم النكرة الذي يبدأ بحرف ساكن. تستخدم an قبل الاسم النكرة الذي يبدأ بحرف متحرك. تستخدم the للتعريف.	This is a book. This is an apple. The earth goes round the sun .

The sentence in English

Statement الجملة الخبرية

تتكون من:-

١- فاعل subject

٢ - فعل verb

٣ - مفعول object

٤- تكملة (ظرف زمان أو مكان)

Question الجملة الاستفهامية

نوعان:-

١- إستفهام بأداة إستفهام (Wh../ How)

٢- إستفهام بفعل مساعد (هل)

Imperative الجملة الامرية

نوعان:-

١- أمر مثبت

٢- أمر منفى

The statement أولا:- الجملة الخبرية

فاعل S – فعل V – مفعول O – تكملة الجملة C

Subject (١ الفاعل → (قد يكون اسم أوضمير)

ضمائر الفاعل

	متكلم	مخاطب	غائب
مفرد	I أنا	You أنتَ / أنتِ	He هو , She هي, It لغير العاقل
جمع	We نحن	You أنتم / أنتن	They هم

و يأتى ضمير الفاعل فى بداية الجملة قبل الفعل

Verb (٢ الفعل

فعل رئيسي – فعل مساعد أو ناقص

الفعل الاساسى:- و هو الفعل الذى يعبر عن حدث

الفعل المساعد :- وهو يسبق الفعل الاساسى

ماضي	مضارع
was / were	am /is / are
did	do / does
had	have / has

شكل الفعل	أمثلة
الفعل + ing (playing / eating) التصريف الثالث (played / eaten)	I'm eating fish . (active) Music is played by Ali.(passive)
المصدر (play / eat)	I didn't play football yesterday.
التصريف الثالث (played / eaten)	He has just played tennis.

Will ('' ll)	would
shall	should
can	could
may	might
must	had to
have to / has to	had to
ought to	

شكل الفعل	أمثلة
المصدر (play / eat)	I will play tennis tomorrow.

وقد يكون في الجملة فعل اساسي فقط وذلك مع زمني المضارع البسيط والماضي البسيط :

Ex : 1) I play tennis everyday . 2) He plays tennis every day . 3) She played yesterday.

وقد نستخدم الفعل المساعد كفعل أساسي (وذلك عندما يكون بمفرده في الجملة) :

EX : 1) He is a doctor . 2) He has a car . 3) I usually do my homework .

Object (٣ المفعول → (قد يكون اسم أوضمير)

ضمائر المفعول

ضمير فاعل	I	He	She	It	You	We	They
ضمير مفعول	me	him	her	it	you	us	them

Complement ٤) تكملة الجملة

أسم :	صفة :	ضمير ملكية :	ضمير منعكس :	ظروف :
Ex: He's a doctor. عاقل + حرف جر : with my friend	Ex: He's tall.	mine / his / hers/ its/ ours / theirs/ yours	myself / himself / herself / itself / ourselves / themselves / yourself / yourselves	ظرف حال : Ex: He runs quickly. ظرف مكان : Ex: He goes to the club. ظرف تكرار : Ex: He goes to the club once a week. ظرف زمان : Ex: He went to the club yesterday. بعض العبارات : Ex : He went to the club to play soccer.

هناك بعض الظروف تأتي قبل الفعل الأساسي :

(always – usually- sometimes- often-rarely-scarcely-seldom- never- ever- just- already …)

Ex : I usually go to the park. / My brother never drives a car.
He has just gone out. / This is the tallest boy I have ever seen.

لتحويل الجملة الى عبارة نتبع الأتى :

Sentence جملة	Phrase عبارة
He was smart .	his smartness (اسم + صفة ملكية) being smart (being + الصفة) The fact that he was smart . (The fact that + الجملة)
He wasn't smart .	his stupidity (عكس الأسم + صفة ملكية) not being smart (not being + الصفة) The fact that he wasn't smart.
The weather was cold.	The cold weather (الأسم + الصفة) The weather being cold. (الأسم + being + الصفة) The fact that the weather was cold.
The weather wasn't cold.	The hot weather (الأسم + عكس الصفة) The weather being hot . (الأسم + being + عكس الصفة) The fact that the weather wasn't cold.
My brother studied hard.	studying hard (مصدر الفعل + ing) The fact that he studied hard.
My brother didn't study hard.	not studying hard (not + مصدر الفعل + ing) The fact that he didn't study hard.

هناك روابط نستخدم بعدها عبارات مثل :

like / such as / despite- in spite of / due to – because of – as a result of / during / in addition to

Ex : There are many ways to become healthy like eating healthy food and doing sports.

وكل الروابط الزمنية اذا حذفنا الفاعل (after , before , when , while ….)

- After eating his breakfast , he went out .

Helping Verbs

ألأفعال المساعدة

	Verb to Be فعل يكون		Verb to Have فعل يمتلك	Verb to Do فعل يعمل
مضارع	am / is	are	have / has	do / does
ماضي	was	were	had	did

الفاعل	Verb to Be فعل يكون	Verb to Have	Verb to Do
I	am ('m) / was	have ('ve) /had ('d)	do / did
He	is ('s) / was	has ('s) / had ('d)	does / did
She	is ('s) / was	has ('s) / had ('d)	does / did
It	is ('s) / was	has ('s) / had ('d)	does / did
الأسم المفرد والغيرمعدود	is ('s) / was	has ('s) / had ('d)	does / did
We	are ('re) / were	have ('ve) /had ('d)	do / did
You	are ('re) / were	have ('ve) /had ('d)	do / did
They	are ('re) / were	have ('ve) /had ('d)	do / did
الأسم الجمع	are ('re) / were	have ('ve) /had ('d)	do / did

نفي الأفعال المساعدة

النفي الكامل	am not	is not	are not	was not	were not
أختصار الفعل المساعد	'm not	's not	're not		
اختصار not		isn't	aren't	wasn't	weren't

النفي الكامل	have not	has not	had not	do not	does not	do not
أختصار الفعل المساعد	've not	's not	'd not			
اختصار not	haven't	hasn't	hadn't	don't	doesn't	don't

Verb to Be فعل يكون	
am / is	are
was	were

→ فعل + ing
→ V3

Verb to Have فعل يمتلك
have / has
had

→ V3 تصريف ثالث

Verb to Do فعل يعمل
do / does
did

→ مصدر الفعل



Pronouns الضمائر

Subject Pronouns ضمائر الفاعل	Object Pronouns ضمائر المفعول به	Possessive Adjectives صفات الملكية	Possessive Pronouns ضمائر الملكية	Reflexive Pronouns ضمائر الانعكاس
I	me	my	mine ملكي	myself نفسي / بنفسي
He	him	his	his ملكه	himself نفسه / بنفسه
She	her	her	hers ملكها	herself نفسها / بنفسها
It	it	its	its ملكه / ملكها (لغير العاقل)	itself نفسه / بنفسه / نفسها / بنفسها (لغير العاقل)
We	us	our	ours ملكنا	ourselves أنفسنا / بأنفسنا
They	them	their	theirs ملكهم	themselves أنفسهم / بأنفسهم
You	you	your	yours ملكك	yourself نفسك / بنفسك
You	you	your	yours ملككم	yourselves أنفسكم / بأنفسكم

أستخدام الضمائر

الضمائر	Usage الأستخدام	Examples أمثلة
Subject Pronouns ضمائر الفاعل	◄ في بداية الجملة الخبرية (قبل الفعل) ◄ في السؤال (بعد الفعل المساعد)	- Ali is a good boy . He always gets high marks. - Where do they go ? – They go to the club.
Object Pronouns ضمائر المفعول به	◄ في منتصف الجملة (بعد الفعل) ◄ بعد حروف الجر (for - of ..)	- My friend gave me a pen . - The little boy made it for her.
Possessive Adjectives صفات الملكية	◄ قبل أسم الشئ الممتلك	- I play football with my friends .
Possessive Pronouns ضمائر الملكية	◄ تعبر عن الملكية ولا يأتي بعدها أسم	- These shoes are mine . - I met a friend of mine yesterday .
Reflexive Pronouns ضمائر الانعكاس	◄ أذا كان الفاعل هو نفسه المفعول . ◄ للتأكيد (أن الفاعل هو الذى قام بالحدث بنفسه) ◄ مع بعض التعبيرات .	- He fell down and hurt himself . - I do the homework myself . - Help yourself . - Enjoy yourself. - Behave yourself. - I live by myself. (I live alone)

Relative Pronouns ضمائر الوصل

نستخدم ضمير الوصل ليحل محل الأسم أو الضمير في الجملة الثانية .

Ex : The boy was tall . He broke the glass. → The boy , who broke the glass , was tall.

Relative Pn.	Usage	Example
Who	للعاقل (فاعل أو مفعول)	The boy ,(who) I met , was playing. The boy , who studies hard , gets high marks.
Whom	للعاقل (مفعول فقط)	The boy , (whom) I met , was playing.
Which	لغير العاقل	I drove the car which my father bought me.
That	للعاقل وغير العاقل	The boy ,(that) I met , was playing. I drove the car that my father bought me.
Whose	للملكية (مع العاقل وغير العاقل)	This is the woman whose son died. The dog , whose leg was broken , was small.
When	للوقت	The holiday is a nice time when we enjoy.
Where	للمكان	This is the school where we learn.
Why	للسبب	I don't know the reason why he was absent.
How	للكيفية أو الحال	He told me how to face challenges.
What	للأشياء مسبوقة ب all	This is all what I have.

ملاحظات هامة

اذا سبق الضمير حرف جر فأننا نستخدم Whom مع العاقل و Which مع غير العاقل .

Ex : The boy , with whom I played yesterday , made an accident.

This is the school in which I learnt.

يمكن أن نحذف (who , whom , which , that) عند أستخدامهم مكان المفعول .

Ex : The boy I met yesterday was playing. / I drove the car my father bought me.

لاحظ وجود فاعل اخر في الجملة .

لا يجوز أن نحذف ضمير الوصل اذا أتي مكان الفاعل في الجملة الثانية :

Ex : The boy , who studies hard , gets high marks.

/ I ate the apple that was on the table.





ثانيا :- الجملة الاستفهامية Questions

(١) السؤال بهل (بفعل مساعد أو ناقص)
"Yes / No" questions

(٢) السؤال بأداة إستفهام
" Wh- / How " questions

(١) إستفهام بهل (بفعل مساعد أو ناقص)

فعل مساعد أو ناقص - فاعل - فعل رئيسي - تكملة الجملة

◄ في حالة وجود فعل مساعد اوناقص : (نسبق الفعل المساعد أو الناقص علي الفاعل ثم نترك الفعل الرئيسي كما هو) .

الجملة الخبرية	الجملة الأستفهامية	الأجابة
-They are playing .	Are they playing ?	Yes, they are . No , they aren't .
- He is reading a book.	Is he reading a book ?	Yes, he is . / No , he isn't .
- I am eating fish .	Are you eating fish ?	Yes , I am . / No, I am not .
- I was sleeping .	Were you sleeping ?	Yes, I was . / No, I wasn't .
- We were studying .	Were you studying ?	Yes ,we were . No, we weren't .
- I have got a car .	Have you got a car ?	Yes , I have . / No, I haven't .
- He has got a car .	Has he got a car ?	Yes, he has . / No, he hasn't .
-We had got a car .	Had you got a car ?	Yes , we had . / No, we hadn't .
- I will play football .	Will you play football ?	Yes , I will . / No , I won't .
- I can ride a bike .	Can you ride a bike ?	Yes , I can . / No , I can't .
-You should play sports .	Should I play sports ?	Yes , you should . / No , you shouldn't .

◄ في حالة عدم وجود فعل مساعد (نستخدم do , does , did) .

- اذا كان الفعل في المصدر (play) ← نستخدم (do) بعد (الأسم الجمع ، They ، You ، We).
- اذا كان الفعل منتهي ب s (plays) ← نستخدم (does) بعد (الأسم الغيرمعدود ، الأسم المفرد ، It ، She ، He).
- اذا كان الفعل في الماضي (played) ← نستخدم (did) مع الكل .

الجملة الخبرية	الجملة الأستفهامية	الأجابة
- I play football .	Do you play football ?	Yes, I do. / No, I don't .
- He plays football .	Does he play football ?	Yes , he does . / No , he doesn't .
- He played football .	Did he play football ?	Yes, he did . / No, he didn't.
- I went to school.	Did you go to school ?	Yes, I did. / No, I didn't .

◄ اذا أستخدمنا الأفعال المساعدة كأفعال رئيسية فأننا نستخدم (do , does , did) :

الجملة الخبرية	الجملة الأستفهامية	الأجابة
- He has a car .	Does he have a car ?	Yes , he does . / No , he doesn't .
- I had to study hard.	Did you have to study hard ?	Yes, I did. / No,I didn't .
- I did my homework .	Did you do your homework?	Yes, I did. / No,I didn't .

(Wh../ How) questions (٢) إستفهام بأداة أستفهام

أداة استفهام – فعل مساعد – فاعل – فعل رئيسي – تكملة الجملة

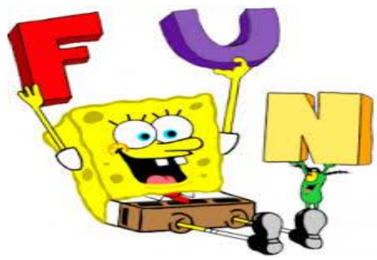
أداة الاستفهام	معناها	تسأل عن	Examples أمثلة
Who	من	الفاعل او المفعول العاقل	Who are you ? – I'm Ahmed .
When	متى	الوقت او الزمن (tomorrow…)	When will you come ? – Tomorrow .
Where	أين	المكان (to school / at home…)	Where do you go ? – To the club .
Which	آى	الاختيار أو التفضيل (the red car ..)	Which car do you like ? – The red car . Which boy is taller :Ahmed or Ali? Ali.
What	ما- ماذا	غير العاقل (car / dog ..)	What did you buy ? – A car .
Why	لماذا	السبب (because – to – for)	Why didn't you come ? – Because I was ill.
Whose	لمن	الملكية (Ali's / his …)	Whose book is this ?- It's Ali's book .
How	كيف	الحال أو وسيلة المواصلات (by car)	How do you go to work ? – By car .
How old	كم عمر	العمر او السن (10 years old)	How old are you ? 10 years old .
How many	كم عدد	العدد (two / three ….)	How many pens do you have ? -1 pen.
How much	كم ثمن	الثمن او السعر (2 Dollars)	How much is this dress ? – 40 $
How far	ما بعد	البعد او المسافة (5 km far)	How far is your school ? –2 km far .
How long	كم طول	طول الأشياء(3 m long) أو المدة الزمنية (for a day / since 1990)	How long is this bridge ? 13 m long . How long will you stay ? - For 2 days
How tall	كم طول (للأشخاص)	طول الأشخاص (150 cm)	How tall is your father ? – 150 cm

ملحوظة : اذا أستخدمنا أداة الأستفهام في منتصف الجملة فلا نضع بعدها فعل مساعد أو ناقص مباشرة .

Ex : Can you *tell* me where the bank is , please ?

How + adj.(صفة) = What + n.(اسم)

How	How tall ?	How long ?	How old ?	How far ?	How much ?	How old ?
What	What height ?	What length ?	What age ?	What distance ?	What price ?	What age ?





Tag Question السؤال المذيل

- تكون السؤال المذيل بأستخدام الفعل المساعد الموجود بالجملة ثم ضمير يعود علي الفاعل .
- اذا كانت الجملة مثبتة ننفي الفعل المساعد واذا كانت الجملة منفية نكتب الفعل المساعد في شكل الأثبات.
- اذا لم يكن هناك أفعال مساعدة نستخدم (do , does) للمضارع البسيط و (did) للماضي البسيط .

Sentence	Tag Question
It is very cold ,	isn't it ?
They will come ,	won't they ?
My friends haven't studied ,	have they ?
He can drive a car ,	can't he
I'm not fine today ,	am I ?
I'm a good student ,	aren't I ?
Open the door ,	will you ? (أمر)
Don't come late ,	will you ? (نهي)
نستخدم (will you ?) في الأمر والطلب المهذب والنهي .	

Sentence	Tag Question
My friends play football ,	don't they ?
She watches TV ,	doesn't she ?
He has to study ,	doesn't he ?
Ali broke his leg ,	didn't he ?
Let's play soccer ,	shall we ? (أقتراح)
Let us go out ,	will you ? (طلب أذن)
نستخدم (shall we ?) بعد Let's و (will you ?) بعد Let us	
Every one is here ,	Aren't they ?
نستخدم الضمير (they) اذا كان هناك (every one / every body) في الجملة .	

هناك بعض الكلمات تعبر عن النفي وعند وجودها في الجملة نضع الفعل المساعد مثبت ومنها :

> Scarcely - hardly – rarely – never – neither – nor – none – no one – no body – nothing – no where – little – few – quite often

Ex : He never helps the poor , does he ? / She ate little food , did she ?

نستخدم مع ('d better) ← (hadn't) ومع ('d rather) ← (wouldn't)

Ex : You'd better study , hadn't you ? / You'd rather come early , wouldn't you ?

ثالثا: الجملة الامرية Imperative

Positive Imperative الأمر المثبت	Negative Imperative الأمر المنفي
يتكون من مصدر الفعل (غالبا نحذف الفاعل)	يتكون من (مصدر الفعل + Don't)
Open the door .	*Don't open* the door.
Sit down, please .	*Don't sit* down .
Always play sports.	Never smoke cigarettes.



Negative Sentence الجملة المنفية

Ex : I haven't eaten fish. - عند النفي نستخدم (فعل أساسي + not + فعل مساعد)

في حالة وجود أفعال مساعدة أو ناقصة (نضع not بعد الفعل المساعد أو الناقص ونترك الفعل الأساسي كما هو).	
1)I'm eating some fish now. 2) He's playing tennis now. 3) They were sleeping. 4) She has just studied English. 5) I have got a car. 6) I will come tomorrow. 7) You should sleep early.	1)I'm not eating any fish now. 2) He's not playing tennis now. 3) They were not sleeping. 4) She has not studied English yet. 5) I have not got a car. 6) I won't come tomorrow. 7) You shouldn't sleep early.
في حالة عدم وجود أفعال مساعدة أو ناقصة نستخدم (do / does / did) حسب زمن الحدث ثم نضع (not) ونكتب الفعل في المصدر . نستخدم (do) بعد (الأسم الجمع ، I, We ,You ,They) و (does) بعد (الأسم الغير معدود، الأسم المفرد , He, She , It) وذلك في زمن المضارع البسيط أما (did) تستخدم مع الكل في زمن الماضي البسيط .	
1) I drive my car every day. 2) He drives a car every day. 3) She drove a car yesterday.	1) I don't drive my car every day. 2) He doesn't drive a car every day. 3) She didn't drive a car yesterday.
في حالة استخدام الأفعال المساعدة كأفعال أساسية نستخدم (do / does / did) حسب زمن الحدث ثم نضع (not) ونكتب الفعل في المصدر.	
1) I have a car. 2) He has curly hair. 3) I had some friends. 4) I have to study. 5) He has to get up early. 6) They had to play well. 7) I do my homework. 8) He does his homework. 9) They did all their best.	1) I don't have a car. 2) He doesn't have curly hair. 3) I didn't have any friends. 4) I don't have to study. 5) He doesn't have to get up early. 6) They didn't have to play well. 7) I don't do my homework. 8) He doesn't do his homework. 9) They didn't do all their best.
لا تنطبق القاعدة السابقة علي فعل يكون (لا يجوز أن نستخدم do / does / did) مع فعل يكون (am / is / are / was /were).	
1) I am a boy. 2) She was ill.	1) I am not a boy. 2) She wasn't ill.
نضع not بعد (had better / would rather) ونكتب الفعل كما هو في المصدر.	
1) You'd better study. 2) I'd rather have tea.	1) You'd better not play. 2) I'd rather not have tea.
يمكن أن نستخدم كلمات للتعبير عن النفي مثل (never , nothing , nobody, no one , none , neither , nor…).	
1) He usually plays tennis. 2) There was something on the table. 3) There was somebody in the park. 4) I like fish and meat. 5) Both of my parents love shopping. 6) All (All of the) students like English	1) He never plays tennis. 2) There was nothing (none) on the table. 3) There was nobody (no one / none) in the park. 4) I don't like fish or meat. / I like neither fish nor meat. 5) Neither of my parents loves shopping. 6) None of the students (like / likes) English.
- نستخدم(Neither)عند التحدث عن أثنين أما (none / no one / no body) نستخدمهم عند التحدث عن مجموعة . - بعد (neither) نستخدم فعل لصيغة المفرد (loves) أما بعد (none) يمكن استخدام فعل لصيغة المفرد (likes) أو فعل لصيغة الجمع (like) ولكن الأفضل استخدام فعل لصيغة المفرد (likes). - نستخدم (any) بدلا من (some) و (yet) بدلا من (just / already) و (or) بدلا من (and) و (neither) بدلا من (both) و (none / no one / no body) بدلا من (all) في الجمل المنفية .	

Irregular Verbs أفعال شاذة

Present	مضارع	Past ماضي	P.P. تصريف ثالث
cost	يكلف	cost	cost
cut	يقطع / يجرح	cut	cut
hit	يضرب / يصطدم	hit	hit
hurt	يؤذي / يصيب	hurt	hurt
let	يدع / يترك/ يسمح	let	let
put	يضع	put	put
shut	يغلق	shut	shut
lend	يسلف	lent	lent
send	يرسل	sent	sent
spend	يقضي / ينفق	spent	spent
build	يبني	built	built
burn	يحرق / يحترق	burnt	burnt
learn	يتعلم	learnt	learnt
smell	يشم	smelt	smelt
lose	يفقد / يخسر	lost	lost
shoot	يطلق	shot	shot
get	يصبح / يحصل	got	got
light	يضئ / ينير	lit	lit
sit	يجلس	sat	sat
keep	يحفظ	kept	kept
sleep	ينام	slept	slept
feel	يشعر / يحس	felt	felt
leave	يترك	left	left
meet	يقابل	met	met
dream	يحلم	dreamt	dreamt
mean	يعني / يقصد	meant	meant
bring	يحضر	brought	brought
buy	يشتري	bought	bought
fight	يحارب / يتشاجر	fought	fought
think	يفكر / يعتقد	thought	thought
catch	يمسك / يصطاد	caught	caught
teach	يدرس / يعلم	taught	taught
sell	يبيع	sold	sold
tell	يخبر / يحكي	told	told
find	يجد	found	found
have	يمتلك	had	had
hear	يسمع	heard	heard
hold	يمسك / يعقد	held	held
read	يقرأ	read	read
say	يقول	said	said
pay	يدفع / يسدد	paid	paid
make	يجعل / يصنع	made	made
stand	يقف	stood	stood
understand	يفهم	understood	understood
shine	يشرق / يسطع	shone	shone

Present	مضارع	Past ماضي	P.P. تصريف ثالث
break	يكسر	broke	broken
choose	يختار	chose	chosen
speak	يتكلم / يتحدث	spoke	spoken
steal	يسرق	stole	stolen
wake	يوقظ	woke	woken
drive	يسوق	drove	driven
ride	يركب	rode	ridden
rise	يرتفع / يشرق	rose	risen
write	يكتب	wrote	written
beat	يهزم / يضرب / ينبض	beat	beaten
bite	يعض	bit	bitten
hide	يخفي / يختبأ	hid	hidden
eat	يأكل	ate	eaten
fall	يسقط / يقع	fell	fallen
forget	ينسي	forgot	forgotten
give	يعطي	gave	given
see	يري	saw	seen
take	يأخذ	took	taken
blow	يهب / ينفخ	blew	blown
grow	يكبر / يزرع	grew	grown
Know	يعرف / يعلم	knew	known
throw	يرمي / يقذف	threw	thrown
fly	يطير	flew	flown
draw	يرسم	drew	drawn
show	يبين / يوضح	showed	shown
begin	يبدأ	began	begun
drink	يشرب	drank	drunk
swim	يسبح	swam	swum
ring	يرن / يدق	rang	rung
sing	يغني	sang	sung
run	يجري	ran	run
come	يأتي	came	come
become	يصبح	became	become
go	يذهب	went	gone

Helping Verbs الأفعال المساعدة

المصدر	مضارع	ماضي	تصريف ثالث
be يكون	am / is are	was were	been
have يمتلك	have / has	had	had
do يفعل	do / does	did	done

Modal Verbs الأفعال الناقصة

مضارع	will	shall	can	may	must
ماضي	would	should	could	might	had to

أشكال الفعل

١) Infinitive مصدر الفعل (go / play ...)

يأتي بعد	Example
(do , does , did , don't , doesn't , didn't) للنفي وتكوين السؤال في زمني المضارع البسيط والماضي البسيط.	- Did you go to school yesterday ? - My brother doesn't play tennis .
الأفعال الناقصة {will ('ll) - would ('d) / shall - should can - could / may - might -must - had to / have (has) to - had to - ought to	- I will visit you tomorrow . - You should study your lessons . - You ought to play sports .
الأسم الجمع في زمن المضارع البسيط, We , You , They , I .	- I usually get up early . - My friends play soccer every week
بعض الأفعال الأساسية مسبوقا ب (to) فقط : (want - need - would like - hope – plan - try – afford- fail- refuse – arrange- tend- decide- forget- learn- promise - offer - manage) او مسبوقا ب مفعول + to : ask - tell – advise – teach - persuade - expect - encourage – help -remind...)	- I forgot to do my homework . - I'd like to have tea . - My father told me to study . - Does he want to play football ?
بعض الأفعال الأساسية بدون (to) : make / let ⟶ يأتي بعدهم مفعول had better / would rather ⟶ لا يأتي بعدهم مفعول	- The film made me cry . - My father let me go . - You had better study your lessons . - I'd rather have tea .
used to اعتاد أن	- When I was young , I used to sleep early .
to , in order to , so as to لكي	- I go to school to learn .
to أن	- The tea is too hot to drink . - He isn't old enough to drive a car .
فعل الأمر والنهي	- Open the door , please . - Never play with matches . - If you go to the club , call me please .

(2) V+ ing (ing) فعل منتهي ب

يأتي بعد	Examples
(be / am , is , are / was , were / been)فعل يكون للتعبير عن الأزمنة المستمرة .	- I am studying English now . - I have been waiting for two hours .
حروف الجر : (in , on , at , of , for , about , by , with , without , through , during .....)	- I'm fond of reading stories . - My sister is interested in cooking .
الروابط الزمنية اذا حذفنا الفاعل : (After , Before, when, while, As soon as..)	- After watching TV , I went to bed . -While walking alone , I saw a snake .
بعض الأفعال الأساسية : (go -enjoy -avoid-keep- complete - finish -stop- quit-give up-mind-suggest-imagine-fear-miss- practise-deny-involve- risk- fancy ....)	- Did you enjoy watching the film ? - My brother fears going out at night . - Healthy lifestyle involves playing sports.
Verb + object (فعل أساسي + مفعول)	- I saw some boys playing football . - There is a man waiting for you .
(am , is , are) (was , were) } used to (get , got)	- He's used to reading stories . - I get used to sleeping early .
يتطلع الي Look forward to	- I'm looking forward to seeing you .
اسم الفعل (في بداية الجملة) والفعل الأساسي بعده يكون منتهي ب (S)	- Playing sports makes you healthy .

مع بعض التعبيرات :		
I can't stand	لا أستطيع تحمل	-I can't stand waiting for him.
I can't help	لا أستطيع أن أمتنع عن	- I can't help laughing.
It's no use / good	لا فائدة من	- It's no use smoking cigarettes.
It's worth	تستحق	- It's worth watching .
How about / What about ?	ماذا عن	- How about playing soccer ?
Would you mind / Do you mind ?	هل تمانع	- Would you mind opening the door ?

(٣) فعل منتهي ب (S) (V+ S) (goes / plays ....)

يأتي بعد	Examples
(He , She , It , الأسم المفرد ,الأسم الغير معدود) في زمن المضارع البسيط	- My brother always gets up early . - Water boils at 100 degree .
بعد اسم الفعل (الفعل المنتهي ب ing)	- Playing sports makes you healthy .

(4) فعل في التصريف الثاني (went / played)

الأستخدام	Examples
- للتعبير عن زمن الماضي البسيط . (yesterday-last- ago- one day - once - in the past ...)	- Yesterday , I studied English . - I went to the zoo and saw many animals .
- حدث مفاجيء (يقطع حدث مستمر في الماضي) .	- While I was running , I fell down.
- حدث يأتي بعد حدث أخر في الماضي (الأول يكون ماضي تام والثاني ماضي بسيط) .	- After I had studied , I went out . - I had studied before I went out .

(5) فعل في التصريف الثالث (gone / played)

يأتي بعد	Examples
(have , has , had) فعل يمتلك للتعبير عن الأزمنة التامة (مضارع تام وماضي تام)	- I've just done my homework . - I haven't studied English yet . - I didn't go out till I had studied English .
(be / being / am , is , are / was , were / been) فعل يكون (passive voice) وذلك في المبني للمجهول	- Our school was built in 1980 . - The children are told to sleep early .

ملاحظات عامة

be , being , am , is , are , was , were , been	→	(V + ing) playing للمعلوم / (V3) played للمجهول
do , does , did , don't , doesn't , didn't	→	(inf. مصدر الفعل) (play / go)
will , would وباقي الأفعال الناقصة	→	(inf. مصدر الفعل) (play / go)
have , has , had	→	(V3) (played / gone)

Tenses الأزمنة

Tense	Affirmative اثبات	Negative نفي	Question سؤال
Present Simple مضارع بسيط	- Inf. (play / go) مصدر الفعل -V+s (plays / goes)(s + فعل)	(don't / doesn't) + المصدر don't / doesn't (play / go)	(do /does) + الفاعل +المصدر ? Do you play? / Does he play?
كلماته	always - usually- sometimes - occasionally- often-rarely-seldom-never - every (day/week ..)		

Tense	Affirmative	Negative	Question
Past Simple ماضي بسيط	Regular (played) منتظم Irregular (went) شاذ	didn't + المصدر didn't (play / go)	Did + الفاعل + المصدر ? Did you (play / go) yesterday?
كلماته	yesterday - once - one day - ago - in the past - last (day / week ..) - in 1990 - WW1		

Tense	Affirmative	Negative	Question
Future Simple مستقبل بسيط	(will / shall) + المصدر (play) I will play tomorrow. (am-is-are)+going to + inf. I'm going to play tomorrow.	won't + المصدر (play) I won't play tomorrow. (am-is-are) not + going to + inf. I'm not going to play......	will + الفاعل + المصدر ? Will you play tomorrow ? (Am-Is-Are)+ الفاعل + going to +inf.? Are you going to play tomorrow ?
كلماته	tomorrow - next (day / week ..) - soon - today - in the future - in (two weeks) - hope - wish		

Tense	Affirmative	Negative	Question
Present Continuous مضارع مستمر	(am-is-are) + v + ing (playing) I'm playing now.	(am-is-are) not + v+ ing I'm not playing now.	(Am-Is-Are) + الفاعل +V + ing ? Are you playing ?
كلماته	now - at this moment - at the present time - these days - this week - Look !- Listen !		

Tense	Affirmative	Negative	Question
Past Continuous ماضي مستمر	(was -were)+ v + ing (playing) I was playing at 6 last day.	(was /were)+ not + v + ing I wasn't playing at 6 last day.	(was / were) + الفاعل+ V+ ing Were you playing at 6 last day?
كلماته	While (As) بينما - When عندما - All (day - night) (طوال (اليوم / الليلة) - at 6:00 yesterday		

Tense	Affirmative	Negative	Question
Present Perfect مضارع تام	(have / has) + V3 (played) I have just played tennis.	(have /has)+ not + V3 (played) I haven't played tennis yet.	(have / has) + الفاعل + V3 ? Have you played yet ?
كلماته	just - already - ever - never - for - since- yet - several times - so far - lately - recently		

Tense	Affirmative	Negative	Question
Present Perfect Continuous مضارع تام مستمر	(have / has) + been + V+ing I have been playing for 2 hours.	(have /has)+ not + been+ V+ing I haven't been playing	(have /has) + الفاعل + been+ V+ ing Have you been playing ..... ?

Tense	Affirmative	Negative	Question
Past Perfect ماضي تام	had +(V3) (played / gone) I had played tennis .	hadn't + (V3) (played/ gone) I hadn't played tennis .	had + فاعل + (V3) (played) ? Had you played tennis ?
كلماته	(After - As soon as) / (Till - Until) / (Before - By the time)		

◄ شكل جميع الأزمنة كما هو (في الأثبات والنفي والسؤال) ماعدا زمن المضارع البسيط والماضي البسيط .

◄ في زمن المضارع البسيط والماضي البسيط (نستخدم مصدر الفعل في النفي والسؤال بعد Verb to Do) .

Examples

أثبات	نفي	سؤال
He plays football . He played football .	He doesn't play football . He didn't play football .	Does he play football ? Did he play football ?

The present simple زمن المضارع البسيط

Affirmative الأثبات	Negative النفي	Question السؤال
المصدر / فعل + s live → lives go → goes Watch → watches try → tries study → studies play → plays	don't / doesn't + المصدر don't / doesn't } play, live, go	Do / Does + الفاعل + inf Do / Does } الفاعل play, live, go Yes, ... (do / does) No, ...(don't / doesn't)
I, We, You, They, اسم جمع } المصدر He, She, It, اسم مفرد } فعل + s	I, We, You, They, اسم جمع } don't + inf. He, She, It, اسم مفرد } doesn't + inf	Do { I, we, you, they, اسم جمع } + inf. Does { he, she, it, اسم مفرد } + inf.
I usually *go* to school. Ali plays football. They *ride* bikes . My sister *reads* stories .	I *don't go* to school . Ali *doesn't play* football. They *don't ride* bikes . My sister *doesn't read* stories.	*Do* you *go* to school ? Yes, I *do*. / No, I *don't* . *Does* Ali *play* football ? Yes, he *does* . / No, he *doesn't* . What do they ride ? They ride bikes . What does your sister *read* ? She *reads* stories .

◄ الكلمات الدالة علي زمن المضارع البسيط :

Always دائما -usually عادة- sometimes أحيانا -often غالبا -seldom / scarcely / rarely نادرا -never أبدا

Every / Each (day – week- month- year...) كل (يوم – أسبوع – شهر – سنة)

(Once / Twice / Three times) (a) (day / week / month / year)

◄ يعبر المضارع البسيط عن : ١) عادة منتظمة
٢) حقيقة علمية
٣) حقيقة يومية

- I usually *go* to the park .
The sun *rises* in the east .
My father *works* in an office.

◄ نستخدم المضارع البسيط بعد الروابط الزمنية للتعبير عن المستقبل :

Ex : When I travel to Paris , I will see Eiffel Tower.

The past simple زمن الماضي البسيط

Affirmative الأثبات	Negative النفي	Question السؤال
منتظم / شاذ	didn't + المصدر	Did + الفاعل + inf
watch → watched live → lived study → studied play → played go → went see → saw	watched → didn't watch lived → didn't live studied → didn't study played → didn't play went → didn't go saw → didn't see	Yes , …… (did) No , ……. (didn't)

بعض الأفعال الشاذة

am / is	was	are	were	do / does	did
have / has	had	sell	sold	tell	told
drink	drank	swim	swam	ring	rang
sing	sang	run	ran	come	came
become	became	drive	drove	ride	rode
write	wrote	take	took	give	gave
get	got	forget	forgot	fall	fell
speak	spoke	choose	chose	break	broke
fly	flew	grow	grew	blow	blew
draw	drew	smell	smelt	feel	felt
sleep	slept	eat	ate	make	made

Affirmative	Negative	Question
I went to school yesterday.	I didn't go to school.	Did you go to school ? Yes, I did . / No, I didn't .
Ali played football .	Ali didn't play football .	Did Ali play football ? Yes, he did . / No, he didn't .
They rode bikes last week.	They didn't ride bikes .	What did they ride ? They rode bikes .
My father traveled last year.	My father didn't travel last year.	When did your father travel ? He traveled last year.

◄ الكلمات الدالة على زمن الماضي البسيط :

yesterday أمس - last (day - week - month - year) الماضية (اليوم -الأسبوع -الشهر- السنة)

(two days - two weeks …..) ago (…… منذ (يومين – أسبوعين - In the past في الماضي - Once ذات مرة

One day ذات يوم - Once upon a time يحكى أن - In 1990

◄ يعبر الماضي البسيط عن حدث تم في الماضي وأنتهى تماما :

Ex : I watched a good film on TV. last night .
My friend bought a new car last week .
My sister swam in the sea three weeks ago .
I saw many monkeys when I went to the zoo .
I didn't come because I was ill .

The future simple زمن المستقبل البسيط

Affirmative الأثبات	Negative النفي	Question السؤال
will ('ll) / shall + المصدر	won't / shan't + المصدر	Will / Shall + الفاعل + المصدر Yes, ... will / shall No , ... won't / shan't

◄ نستخدم (shall) فقط مع (I , we) أما (will) فنستخدمها مع جميع الضمائر .

I will come tomorrow . I will travel next week .	I won't come tomorrow . I won't travel next week .	Will you come tomorrow ? Yes , I will . / No , I won't . When will you travel ? I'll travel next week .

شكل أخر للمستقبل

am / is / are + going to + المصدر	am not / isn't / aren't + going to + المصدر	Am / Is / Are + S + going to + المصدر
I'm going to watch TV today . My friend is going to study .	I'm not going to watch TV today. My friend isn't going to study .	Are you going to watch TV ? Yes , I am . / No , I'm not . Is your friend going to study ? Yes , he is . / No , he isn't .

◄ الكلمات الدالة علي زمن المستقبل البسيط :

tomorrow غدا - next (day – week – month – year) (اليوم – الأسبوع -الشهر – السنة) القادمة
soon قريبا - hope / wish يأمل / يتمني - In the future في المستقبل - In 2050

◄ نستخدم زمن المستقبل البسيط (will +inf.) للتعبير عن فعل سوف يحدث في المستقبل
Ex: He will travel next week .

◄ نستخدم زمن المستقبل البسيط للتعبير عن التنبؤ :
Ex : I think Ali will come soon.

◄ نستخدم زمن المستقبل البسيط للتعبير عن قرار مفاجئ :
Ex: I'm hungry. I will have a sandwich.

◄ عند وجود دليل نستخدم (be + going to + inf.) بدلا من (will)
Ex: There are dark clouds . It's going to rain.

◄ ونستخدم (be+ going to + inf.) أو (will +inf.) للتعبير عن النية :
Ex : I'm going to study English today.
I will study English today.

◄ لا نستخدم زمن المستقبل البسيط بعد الروابط الزمنية مباشرة وانما نستخدم زمن المضارع البسيط :
Ex : After I finish university , I will have a job. /When I go to Paris , I'm going to buy a new car.

◄ لا نستخدم زمن المستقبل البسيط للتعبير عن الحقائق العلمية :
Ex : If we boil water , it turns into steam — لا يجوز ان نقول (will turn)

◄ يمكن ان نستخدم زمن المضارع المستمر (am / is / are + فعل + ing) للتعبير عن المستقبل (عندما يكون الحدث مؤكد).
Ex : My father has got a ticket . He is traveling next week .

The present continuous زمن المضارع المستمر

Affirmative الأثبات	Negative النفي	Question السؤال
am / is / are + فعل + ing am → ('m) is → (' s) are → ('re)	am not / isn't / aren't + فعل + ing	Am / Is / Are + الفاعل + فعل +ing Yes , … (am / is / are) . No , … (am not / isn't / aren't).
I → am He / She / It / اسم مفرد → is We / You / They / اسم جمع → are	I → am not He / She / It / اسم مفرد → isn't We / You / They / اسم جمع → aren't	Am → I Is → He / She / It / اسم مفرد Are → We / You / They / اسم جمع فعل +ing
I'm eating fish now. Look ! Ali is playing football . Listen ! They're singing . I'm studying now .	I am not eating fish . Ali isn't playing football . They aren't singing . I'm not studying now .	Are you eating fish ? Yes, I am . / No, I'm not . Is Ali playing football ? Yes, he is . / No , he isn't . Are they singing ? Yes , they are . / No, they aren't . What are you doing now ? I'm studying now .

◄ الكلمات الدالة على زمن المضارع المستمر :

now الأن - at the moment في تلك اللحظة - Look ! انظر- Listen ! أستمع - today اليوم
This (day – week ……) (…… هذا (اليوم – الأسبوع - at the present time في الوقت الحالي
Be quiet ! كن هادئا - Watch out ! أحترس - Be careful ! كن حريصا

◄ يعبر زمن المضارع المستمر عن فعل يحدث الأن (لحظة الكلام) أو حدث مؤقت :

Ex : 1) My father is reading a newspaper at the moment .
2) Look ! My friend is climbing a tree . 3) We are having exams this week .

◄ يعبر زمن المضارع المستمر عن فعل يحدث تدريجيا :

Ex : Air pollution is increasing very fast .

◄ بعض الأفعال لا يمكن أن نستخدمها في الأزمنة المستمرة (لا نضع عليها ing) :

like / love يحب - see يري - hear يسمع - have يمتلك - think / believe يعتقد - feel يشعر -
understand يفهم - prefer يفضل - hope / wish يتمني - seem / appear يبدو - smell يشم - taste يتذوق
sound يبدو من صوته - want يريد - need يحتاج - know يعرف - cost يكلف - own يمتلك

◄ هذه الأفعال نسميها أفعال لا ارادية (لا يوجد فيها مجهود) ونستخدمها في زمن المضارع البسيط :

Ex : I hear a loud sound now .

◄ اذا كان هناك مجهود يمكن أن نستخدم معها مضارع مستمر :

Ex : The food tastes delicious. (بدون مجهود) / The cook is tasting the food now. (يوجد مجهود)

The past continuous زمن الماضي المستمر

Affirmative الأثبات	Negative النفي	Question السؤال
was / were → فعل + ing	wasn't / weren't → فعل + ing	Was / Were → الفاعل → فعل +ing Yes , ... was / were No, ... wasn't / weren't
I → was He, She, It, اسم مفرد → was We, You, They, اسم جمع → were	I → wasn't He, She, It, اسم مفرد → wasn't We, You, They, اسم جمع → weren't	Was → I Was → He, She, It, اسم مفرد → فعل +ing Were → We, You, They, اسم جمع
I was eating fish at 6:00 yesterday . Ali was playing football . They were singing .	I wasn't eating fish at 6:00 yesterday . Ali wasn't playing football . They weren't singing .	Were you eating fish ? Yes, I was . / No, I wasn't . Was Ali playing football ? Yes, he was . / No ,he wasn't . Were they singing ? Yes , they were . / No, they weren't .

◄ الكلمات الدالة علي زمن الماضي المستمر :

at 6:00 yesterday الساعة السادسة امس - all day yesterday طوال اليوم أمس - While / As بينما -When عندما

◄ يعبر زمن الماضي المستمر عن حدث كان مستمر في وقت معين في الماضي :

My father was sleeping at 12:00 last night .
It was raining all night yesterday .
While I was walking , I met my friend .
When I saw Ali , he was playing football .

While / As بينما - When عندما

ماضي بسيط ← While / As → ماضي مستمر

My father came while I was studying . / While I was studying , my father came .

ماضي مستمر ← When → ماضي بسيط

I was riding my bike when I fell down . / When I fell down , I was riding my bike .
I fell down when I was riding my bike .

ملاحظات :

◄ بعد (While / As) نستخدم زمن الماضي المستمر اما بعد (When) يمكن أن نستخدم زمن الماضي المستمر أو زمن الماضي البسيط
◄ الماضي المستمر يعبر عن حدث كان مستمر مدة طويلة اما الماضي البسيط يعبر عن حدث مفاجئ .
◄ اذا كان هناك حدثان مستمران في نفس الوقت فنستخدم زمن الماضي المستمر .

Ex : While I was studying, my sisters were playing .

The present perfect زمن المضارع التام

Affirmative الأثبات	Negative النفي	Question السؤال
have / has + التصريف الثالث have → ('ve) has → ('s) have / has played have / has lived have / has gone	haven't / hasn't + التصريف الثالث haven't / hasn't played haven't / hasn't lived haven't / hasn't gone	Have / Has + الفاعل + P. P Have / Has + الفاعل + played / lived / gone Yes, … (have / has) No, … (haven't / hasn't)
I / We / You / They / اسم جمع → have He / She / It / اسم مفرد → has	I / We / You / They / اسم جمع → haven't + P.P He / She / It / اسم مفرد → hasn't + P.P	Have + I / we / you / they / اسم جمع + P.P Has + he / she / it / اسم مفرد + P.P
I have already studied . My father has just gone out .	I haven't studied yet . My father hasn't gone out yet .	Have you already studied ? Yes , I have . / No, I haven't . Has your father gone out ? Yes , he has . / No, he hasn't .

Have gone / Have been

Have gone → (went but didn't return) ذهب ولم يعد

Ex : My father has gone to Paris . (*He is still in Paris*)

Have been → (went and returned) ذهب وعاد

Ex : My father has been to Paris . (*He isn't in Paris now*)

◄ الكلمات الدالة علي زمن المضارع التام :

just حالا - already بالفعل - for لمدة - since منذ - ever من قبل - never أبدا - yet حتى الأن
so far / up till now حتى الأن - lately / recently منذ فترة بسيطة - several / many times مرات عديدة

◄ يستخدم هذا الزمن للتعبير عن حدث حصل في الماضي و انتهى قبل لحظات أو انتهى في الماضي و لازالت آثاره موجودة حتى الآن .

Ex : I have lived in Cairo *for* six years .
I have not visited him *since* 1995 .
She has written three letters *just* now .
He has made a great progress in the project .
I have washed my car . (It looks lovely now)
He is very hungry . He hasn't eaten anything since morning .

Time Words الكلمات الدالة علي زمن المضارع التام

Word الكلمة	Usage الأستخدام	Example أمثلة
Just توا already بالفعل	◄ نستخدمهم في الأثبات(بين have/ has والتصريف الثالث) ◄ يمكن أن نستخدم already في السؤال (للأستغراب عن سرعة أنتهاء الحدث) .	He has just / already gone out . Have you already studied your lessons ?
ever من قبل never أبدا	◄ نستخدم ever في السؤال (بين الفاعل و التصريف الثالث) أو قد تستخدم في صيغة التفضيل . ◄ نستخدم never في الأجابة المنفية (للرد علي سؤال ever) ◄ لا نستخدم not (n't) قبل (never) .	-This is the best meal I've ever eaten. -Have you ever been to Paris ? No, I have never been to Paris . Yes , I went there last year . ◄ أذا أستخدمنا كلمات دالة علي زمن الماضي البسيط فأننا نستخدم زمن الماضي البسيط .
yet حتي الأن	◄ نستخدم yet في نهاية الجمل الأستفهامية أو المنفية .	Have you finished yet ? No , I haven't finished yet .

Since	For
Since 6 : 00	For an hour (one hour) / two hours ....
Since Monday	For a day (one day) / two days ....
Since 2003	For five years .
Since yesterday	For a day (one day) .
Since last (day / week / month / year)	For a (day / week / month / year)
Since last decade	For ten years
Since last century	For 100 years
Since my birthday	For a long time لمدة طويلة
Since World war II	For ages لمدة طويلة
Since morning	For a while / a moment للحظة
Since he came	For a minute لدقيقة

◄ بعد (For) نستخدم مدة زمنية غير محددة (لا نعرف بدايتها أو نهايتها) :

Ex : I have known him for a long time .

◄ بعد (Since) نستخدم زمن محدد :

Ex : I have known him since 1995 .

Since قاعدة

ماضي بسيط ← (Since) ← مضارع تام

Ex : I have Known him since we were children .
I haven't seen him since he traveled .

مضارع تام ، ماضي بسيط ← (Since)

Since he traveled , I haven't seen him .

◄ أذا كنا نتحدث عن فترة زمنية لم تنتهي بعد فأننا نستخدم زمن المضارع التام قبل وبعد (Since) .

مضارع تام ← (Since) ← مضارع تام

Ex : He has missed a lot of things since he has traveled abroad . (*He is still abroad*)

◄ للسؤال عن (Since , For) نستخدم (How long)

Ex : How long have you visited Paris ?
I have visited Paris for several times .
I have visited Paris since 1998 .

The past perfect زمن الماضي التام

Affirmative الأثبات	Negative النفي	Question السؤال
had + التصريف الثالث had → ('d) had played had lived had gone	hadn't + التصريف الثالث hadn't played hadn't lived hadn't gone	Had + الفاعل + P. P Had + الفاعل + played / lived / gone Yes, … (had) / No, .. (hadn't)
I had done my homework .	I hadn't done my homework .	Had you done your homework ? Yes , I had . / No, I hadn't .

◄ الكلمات الدالة علي زمن الماضي التام:

after بعد -as soon as بمجردأن -till / until حتى - No sooner بمجرد أن - hardly/ scarcely بالكاد / بصعوبة
before / by the time قبل - when عندما

◄ نستخدم زمن الماضي التام للتعبير عن حدث تم قبل حدث آخر في الماضي :

Ex : He was hungry because he hadn't eaten his breakfast .
He hadn't eaten his breakfast so he was hungry.
I found the key which I had lost .
I had hardly / scarcely done my homework when I went to the club .
Hardly / Scarcely had I done my homework when I went to the club .
I had no sooner done my homework than I went to the club .
No sooner had I done my homework than I went to the club .

◄ نستخدم زمن الماضي التام للتعبير عن أحداث سابقة في الكلام الغير مباشر وفعل القول يكون ماضي (said/ told) :

Ex : He told me that he had done his homework.

◄ روابط زمنية ياتى بعدها ماضى تام (had + P.P) :

After - As soon as - Till / Until - No sooner - Hardly/ Scarcely

After my father had got money , he bought a new car .
My father bought a new car after he had got money .

After → ماضي تام ، ماضي بسيط
ماضي بسيط ← After → ماضي تام

قبل (Till / Until) نستخدم ماضي بسيط منفي (المصدر + didn't) وبعدها ماضي تام (had + P .P) .

My father didn't buy a new car till / until he had got money .

◄ روابط زمنية ياتى بعدها ماضى بسيط :

Before / By the time

Ex : Before my father bought a new car , he had got money .
My father had got money before he bought a new car.

Before → ماضي بسيط ، ماضي تام
ماضي تام ← Before → ماضي بسيط

◄ بعد (When) يمكن أن نستخدم الماضي البسيط أو الماضي التام :

When I had finished my homework , I went to the club .
When I went to the club , I had finished my homework .

وأيضا يمكن أستخدام زمن الماضي البسيط في كلا الجملتين مع كل الروابط السابقة :

Ex: I waited till the train came. / After I studied , I went out .

Active & Passive

المبني للمعلوم و المبني للمجهول

لتحويل الجمل الخبرية من المبني للمعلوم (Active) إلى المبني للمجهول (Passive) نتبع الخطوات التالية :

١. المفعول به يصبح فاعلاً. (يعرف المفعول به بوجوده بعد الفعل مباشرة)

٢ . نضع فعل يكون (Verb to be) في نفس زمن الجملة مناسباً للمفعول به.

٣. ضع الفعل الرئيسي في التصريف الثالث.

٤ . نضع الفاعل مسبوقا ب (by) وقد يشطب إذا كان ضميراً

٥. أي زيادة في الجملة يوضع كما هو في نهاية الجملة دون تغيير.

be + V3 مع وجود أفعال مساعدة نستخدم : be , being , been مع زمن المضارع البسيط نستخدم : am / is / are مع زمن الماضي البسيط نستخدم : was / were

◄ يصرف فعل Verb to be مع الأزمنة المختلفة كما يلي :

am, is, are	Present Simple	المضارع البسيط
was, were	Past Simple	الماضي البسيط
shall be, will be	Future Simple	المستقبل البسيط
am being, is being, are being	Present Continuous	المضارع المستمر
was being, were being	Past Continuous	الماضي المستمر
has been, have been	Present Perfect	المضارع التام
had been	Past Perfect	الماضي التام
can be, could be, may be, might be, must be, ought to be	Modal Verbs	مع الأفعال الناقصة

Examples

Active مبنى للمعلوم	Passive مبنى للمجهول
Ali writes letters everyweek .	Letters are written (by Ali) everyweek.
She wrote a letter yesterday.	A letter was written (by her) yesterday.
Saif will buy a car next year .	A car will be bought (by Saif) next year.
Khaled is helping Ahmed now.	Ahmed is being helped (by Ali) now.
She has already eaten the apple.	The apple has already been eaten.
You should study your lessons .	Your lessons should be studied .

Causative السببية

(الفاعل (صاحب الشئ) + have (حسب زمن الحدث) + المفعول + V3

الجملة العادية	جملة السببية
My sister makes me cake.	I have cake made.
My sister made me cake.	I had cake made.
My sister's making me cake.	I'm having cake made.
My sister was making me cake.	I was having cake made.

الجملة العادية	جملة السببية
My sister will make me cake.	I'll have cake made.
My sister has just made me cake.	I've just had cake made.
My sister had made me cake.	I had had cake made.
My sister's going to make me cake.	I'm going to have cake made.

Adjectives الصفات

صفات قصيرة المقطع

Positive	Comparative	Superlative
Old	Older than	The oldest
Nice	Nicer than	The nicest
Big	Bigger than	The biggest
Happy	Happier than	The happiest

* عند المقارنة بين أثنين في صفة قصيرة المقطع : ١) نضيف er للصفة .
٢) نضع than بعد الصفة .

Ex : The elephant is bigger than the lion .

* عند المقارنة بين أكثر من أثنين في صفة قصيرة المقطع : ١) نضع the قبل الصفة .
٢) نضيف est للصفة .

Ex : The blue whale is the biggest animal .

صفات طويلة المقطع

Positive	Comparative	Superlative
Exciting	More exciting than	The most exciting
Beautiful	More beautiful than	The most beautiful
Expensive	More expensive than	The most expensive

* عند المقارنة بين أثنين في صفة طويلة المقطع : ١) نضع (more / less) قبل الصفة .
٢) نضع than بعد الصفة .

Ex : Football is more exciting than handball .

* عند المقارنة بين أكثر من أثنين في صفة قصيرة المقطع : ١) نضع (the most / the least) قبل الصفة .

Ex : Football is the most exciting sport .

صفات شاذة

Positive	Comparative	Superlative
Bad / ill سئ / مريض	Worse than أسوأ من	The worst الأسوأ
Good / well جيد / بخير	Better than أفضل من	The best الأفضل
Many كثيرللعدد / Much كثير للكمية	More than أكثر من	The most الأكثر
Little قليل للكمية	Less than أقل من	The least الأقل
Far بعيد	farther than أبعد من (للمسافة) further than أبعد من (للوقت)	The farthest الأبعد (للمسافة) The furthest الأبعد (للوقت)

ملاحظات

1) نستخدم الصفة العادية (old / exciting) :

- بين (as..... as) للتعبير عن التساوي في الصفات وعند النفي نستخدم (not as / so ..... as) :

EX : Ali is as tall as Ahmed . / Ali isn't so short as Omar .

- بين (so .... that / such .... that / too ..... to) :

Ex: He's so clever that he gets high marks . / He's such a clever boy that he gets high marks.
The tea is too hot to drink .

- قبل enough :

Ex : The tea isn't hot enough to drink .

٢) يمكن أن نستخدم (much / little) قبل صفة المقارنة بين أثنين (much taller / much more exciting)

Ex : My friend is much older than me .

3) عند التعبير عن المقارنة المتوازية نستخدم ←—— صفة المقارنة بين أثنين وقبلها The (The .... er / more) .

Ex : The more you study , the more marks you will get .

The more you do sports , the happier you will be .

4) يمكن أن نستخدم زمن المضارع التام مع صفة المقارنة بين أكثر من أثنين .

Ex : It is the highest mountain I *have ever seen* .

It is the best meal I *have ever eaten* .

٦) عند أستخدام الظروف المنتهية ب (ly) في المقارنة فأننا نعتبرها مثل الصفات الطويلة (أي نستخدم معها more / most)

Ex : Ali runs more quickly than Ahmed .

◄ لاحظ أن قبل الظرف نستخدم فعل أساسي (runs) أما قبل الصفة نستخدم فعل يكون (am / is / are) أو فعل من أفعال الحواس (feel / look / seem ......) .

Ex : Ali is quicker than Ahmed .

Ali seems quicker than Ahmed .

الظروف Adverbs

ظروف شاذة

الظرف		الصفة	
well	بطريقة جيدة	good	جيد
early	مبكرا	early	مبكر
late	متأخرا	late	متأخر
hard	بجد	hard	صعب
fast	بسرعة	fast	سريع

نكون الظرف بأضافة (ly) للصفة

الظرف		الصفة	
quickly	بسرعة	quick	سريع
carefully	بحرص	careful	حريص
simply	ببساطة	simple	بسيط
happily	بسعادة	happy	سعيد
dramatically	بشكل هائل	dramatic	هائل

الفرق بين الصفة والظرف

Adjective الصفة	Adverb الظرف
◄ الصفة تصف الأسم وتأتي قبله : Ex : He is a rich man . ◄ الصفة تأتي أيضا بعد : 1) فعل يكون (be / am / is / are / was / were) Ex : My friend was happy yesterday . ٢) أفعال الحواس : (seem / look / appear / smell / taste / sound / feel) Ex : The food tastes delicious . 3) فعل يصبح (become / get) : Ex : My friend got ill yesterday. 4) فعل يجعل (make) : Ex : The film made me happy . ٥) فعل يجد (find) : Ex : I found the film interesting .	◄ الظرف يصف : 1) الفعل الأساسي (He can run very quickly . ٢) الصفة He is very happy today . ٣) الجملة الكاملة Really , it is a nice city . ◄ الظرف يأتي بعد الفعل الأساسي (quickly) أو قبل الصفة (very) أو بداية الجملة (Really) ◄ لا نستخدم الظرف بعد : (فعل يكون Be أو أفعال الحواس ... .. Look / seem أو فعل يصبح become / get) .

Order Of Adjectives ترتيب الصفات

Opinion رأي	Size حجم	Age عمر	Shape شكل	Color لون	Nationality (origin) أصل	Material مادة	Purpose الغرض
silly,	tiny,	ancient,	square,	blue,	French ,	wooden,	sleeping
beautiful,	small,	new,	round,	pink,	American,	metal ,	roasting
horrible,	huge,	young,	oval ,	reddish,	eastern,	cotton,	
difficult	little	old	flat	grey	Greek	paper	

يمكن أن نستخدم الكلمات التالية قبل الصفات :

(very , so , extremely , too / fairly, quite, pretty, rather, a bit and a little).

Nouns الأسماء

countable معدودة		uncountable غير معدودة
singular مفرد	plural جمع	ليس لها مفرد أو جمع
a boy / a man	boys / men	water

Spelling Rules for plurals قواعد إملاء الجمع

الأسماء التي تنتهي بالحروف (s, sh, ch, z, x) نضيف لها (es)

Singular	Match	Bus	Dish	Box
Plural	Matches	Buses	Dishes	Boxes

نكوّن الجمع بأضافة"s" للاسم المفرد

Singular	a horse
Plural	horses

الأسماء التي تنتهي بحرف (y) مسبوقا بحرف متحرك نترك ال (y) ثم نضيف لها (s).

Singular	Plural
boy	boys

الأسماء التي تنتهي بحرف (y) وسبقه حرف ساكن ، نحذف ال (y) ثم نضيف (ies) .

Singular	Plural
city	cities

الأسماء التي تنتهي بحرف (o) وسبقه حرف متحرك نضيف (s) فقط .

Singular	Plural
radio	radios
zoo	zoos

الأسماء التي تنتهي بحرف (o) وسبقه حرف ساكن ، نضيف (es) .

Singular	Plural
potato	potatoes
tomato	tomatoes

الأسماء المركبة تجمع حسب الاسم الأخير

Singular	Classroom	policeman
Plural	classrooms	policemen

الأسماء التي تنتهي بحرف (f) أو (fe) نقلب ال (f) أو (fe) الي (v) ثم نضيف (es) .

Singular	Shelf	Knife	thief
Plural	Shelves	Knives	thieves

شواذ : cliff → cliffs

Singular	cactus	Oasis	criterion	curriculum	formula	bureau
Plural	cacti	Oases	criteria	curricula	formulae / formulas	bureaus / bureaux

هناك أسماء لا تتغير (المفرد مثل الجمع) ← deer , fish , sheep

◄ هناك بعض الأسماء الشاذة :

Singular		Plural	
man	رجل	men	رجال
woman	أمرأة	women	نساء
child	طفل	children	أطفال
person	شخص	people (persons)	أشخاص / ناس
foot	قدم	feet	أقدام
tooth	سنة	teeth	أسنان
goose	وزة	geese	أوز
Ox	ثور	Oxen	ثيران
mouse	فأر	mice	فئران
louse	قملة	lice	قمل

Uncountable Nouns الأسماءالغيرمعدودة

◄ لا نضيف لها (s) أو (es) ولا نضع قبلها (a , an) وهي أسماء تعبر عن السوائل أو الكميات أو أسماء معنوية .

flour	دقيق	food	طعام	oil	زيت	rain	مطر
salt	ملح	fish	سمك	blood	دم	steel	حديد
butter	زبد	chicken	لحم الدجاج	music	موسيقى	grass	عشب
sugar	سكر	water	ماء	hair	شعر	wood	خشب
rice	رز	tea	شاي	knowledge	معرفة	sand	رمل
bread	خبز	coffee	قهوة	information	معلومات	gold	ذهب
cheese	جبن	juice	عصير	furniture	مفروشات	glass	زجاج
meat	لحم	milk	حليب	snow - ice	ثلج	paper	ورق

◄ جميع الأسماء الغير المعدودة تعامل معاملة المفرد .

Ex : Water is important for our growth.

Milk has proteins.

◄ و لكن لو وضعت كلمات تدل على الكمية قبل الاسم الغير معدود فأنه يعامل معاملة الجمع .

Ex: Two cups of tea are not enough for me.

Five liters of oil do not operate this machine.

Noun Quantifiers (ما يأتي قبل الأسماء) محددات الأسماء

singular الأسماء المفرد	plural الأسماء الجمع	Uncountable الأسم الغير معدود (water , tea , coffee .....)
A / an (one)	two / three ... / Both	
The	The	The
Every / Each كل Each boy plays soccer. Each plays soccer. Every boy plays soccer. لاحظ أننا يمكن أن نستخدم each بمفردها للتعبير عن الأسم المفرد أما every فلا بد ان يأتي بعدها اسم مفرد.	All كل / most معظم	All كل / most معظم
	A lot of (lots of) / Plenty of	A lot of (lots of) / Plenty of
	some بعض / any أي	some بعض / any أي
	enough كافي	enough كافي
	many / more / several / a number of كثير	much / more / a great deal of a quantity of / a mount of / a bit of
	A few / few / fewer قليل	A little / little / less قليل

some / any) استخدام

(some) أثبات	(any) النفي	السؤال (حسب نوع السؤال)
I have some books .	I don't have any books.	Do you have any books ?
◄ نستخدم (any) في السؤال العام .		
I'd like some juice .	I wouldn't like any juice .	Would you like some juice ?
I want some milk .	I don't want any milk .	Can I have some milk ?
◄ نستخدم (some) في سؤال الطلب أو العرض .		

(many / much / a lot of) استخدام

(a lot of) أثبات	(many / much) النفي	السؤال (many / much)
I have a lot of books .	I don't have many books.	Do you have many books ?
I'd like a lot of juice .	I wouldn't like much juice .	Would you like much juice ?
too many / too much	◄ يمكن أن نستخدم (many / much) في الأثبات بعد كلمة (too)	

Demonstrative adjectives صفات الأشارة

	اسم مفرد	اسم جمع	Examples
قريب	This	These	This is my book. / These are my shoes.
بعيد	That	Those	That bird in the sky is flying fast.

Another / Other أخر / أخرون

	اسم مفرد	اسم جمع	اسم لا يعد	Examples
غير محدد	another	Other boys / others	Other	I want another cup. / Other people disagree.
محدد	The other (boy)	The other boys / The others	The other	Where's the other boy ? Where are the other boys ?

لأكثر اثنين One another وبين اثنين each other ونستخدم الأثنين عندما يكون العدد غير محدد (We love each other)

Definite & Indefinite Articles

◄ (a / an) تستخدمان كأدوات نكرة. (The) تستخدم كأداة للتعريف.

◄ نضع a قبل الأسماء التي تبدأ بحرف ساكن. a book – a pen – a tree – a car – a man - a girl

◄ نضع an قبل الأسماء التي تبدأ بحرف متحرك (a , e , i , o , u) an apple – an egg – an ice cream – an orange

أستخدام (a /an)

a table - an egg	قبل الأسماء المفردة المعدودة.
He is an engineer. She is an English women.	قبل الوظيفة أو مجموعة معينة من الناس أو الجنسية.
He washes his hands four times a day.	بمعنى "كل"
◄حروف صامتة (h / E) an hour / a European city ◄ أذا نطقنا u ⟵ a نضع an (an umbrella) ◄ أذا نطقنا u ⟵ y نضع a (a university)	شواذ ◄ نضع (a / an) فقط حسب النطق .

أستخدام (The)

The Ka'aba / The sun / The earth / The universe / The world / The sky	الاسم الذي لا يوجد منه سوى نوع واحد فقط.
The Arabian Gulf / The River Nile / The Red Sea / The Pacific Ocean / The Alps / The Sahara desert	أسماء الأنهار و البحار والمحيطات والخلجان والجبال والصحاري والجزر ....
The north / the south / The east / The west	مع الأتجهات
The top / The bottom / The left / The right / The centre / The middle / The corner	مع ظروف المكان
I saw a man. The man was young .	نستخدم أداة التعريف أل مع الاسم الذي ذكر للمرة الثانية
The president / The manager / The door / The roof / The police / The army / The country	مع الأشياء المعروفة
The airport / The museum / The club	مع الأماكن المشهورة
The piano / The drum / The oud / The guitar	أسماء الآلات الموسيقية.
I know the boy who took your bike .	قبل جملة الوصل (التي تحتوي علي ضمير وصل مثل (Who
The name of .../ The winner of.../ The capital of	قبل (Of) أو الجملة الوصفية
The tallest / The most exciting	قبل الصفات (عند المقارنة بين أكثر من أثنين)
The first / The second / The third / The fourth	مع أرقام الترتيب
The radio / The internet / The end / The same	مع بعض الكلمات

حالات عدم استخدام (The)

home / bed / hospital / school / college / university / prison /….	قبل بعض الأماكن (أذا أستخدمناها بشكل عام)
◄ أذا استخدمنا هذه الأماكن بشكل خاص فأننا نستخدم (The) : Ex : I go to school (بشكل عام) / My father came to the school yesterday . (بشكل خاص)	
Breakfast / lunch / dinner	قبل الوجبات الغذائية (بشكل عام)
◄ اذا كنا نتحدث عن وجبة معينة فأننا نستخدم (The) : The lunch in this restaurant will be very delicious .	
France / Egypt / Cairo / Dubai / South America	قبل الدول والمدن والقارات
◄ نستخدم (The) قبل أسماء الولايات والجمهوريات والممالك : The U.A.E. / The K.S.A. / The U.S.A. / The U.K. (The united kingdom)	
Times Square / Hope Street / Dubai Road	قبل أسماء الشوارع والميادين والطرق
English / Math / IT / Arabic / History ….	قبل المواد الدراسية
tomorrow / yesterday / last (day …)/ next (day …)	قبل الظروف الزمنية
Football / tennis ……..	قبل الرياضات
Monday / April / May ………	قبل أيام الأسبوع وشهور السنة
music / water / work / life / weather / fish	قبل الأسماء الغير معدودة (أذا أستخدمناها بشكل عام)
◄ أذا أستخدمنا الأسماء الغير معدودة بشكل خاص (محدد) فأننا نستخدم (The) : Ex : I don't like cold weather. (بشكل عام) / The weather is cold today . (بشكل خاص)	

MR . Sherif



Conjunctions

	جملة كاملة	عبارة	Examples أمثلة
Reason سبب	Because / As / Since / For لأن	Because of / Due to / As a result of / On account of بسبب / نتيجة ل	• He didn't come because he was ill . • He didn't come because of his illness / being ill. • I didn't go out due to the cold weather.
Contrast تناقض	جملة أساسية: Although / Though / Even though بالرغم من جملة فرعية: Nevertheless / However مع ذلك / But ولكن	Despite / In spite of بالرغم من	• Although he is poor, he is happy. • He is happy though he is poor . • Despite being poor , he is happy . • In spite of his poverty , he is happy. • He is poor. Nevertheless, he is happy. • He is poor. However, he is happy. • He is poor but he is happy .

Result نتيجة	So ⟶ (جملتان متصلتان) Thus / Therefore / As a result / consequently ⟶ (جملتان منفصلتان)	• He was ill so he didn't go to school . • He didn't study . As a result , he failed the exam .
	So ظرف / صفة عادية that Such a / an صفة عادية + اسم مفرد that صفة عادية enough to + مصدر الفعل صفة عادية enough for + فعل + ing	• The exam was so difficult that I couldn't answer it . • It was such a difficult exam that I couldn't answer it .

	جملة كاملة	مصدر الفعل	Examples أمثلة
Purpose الغرض	in order that So that لكي	To / in order to So as to لكي	• I study hard so that I can get high marks • I study hard so as to get high marks .
		In order not to So as not to لكي لا	• I study hard in order not to fail the exam .
	For من أجل ⟶ عبارة / فعل + ing		• I study hard for good marks . • I study hard for getting good marks.

		Examples
manner الطريقة	as, as if, as though كما لو كان	• He speaks as if he were a king. • It looks as if it would rain.
		لاحظ استخدام (were) بدلاً من (was) لأنها غير حقيقية و مجرد خيال . لاحظ استخدام (would) بدلاً من (will) لأنها غير حقيقية و مجرد خيال .

If (Conditional sentences) (أذا / لو (الجمل الشرطية

الحالة		فعل الشرط	فعل جواب الشرط
Zero Conditional	If	للتعبير عن شئ حقيقي (حقيقة علمية أو عادة عامة)	
		مضارع بسيط inf. / V + s don't / doesn't + inf.	مضارع بسيط inf. / V + s don't / doesn't + inf.
		Ex : If I eat fish , I get ill . If we heat water , it boils .	
First Conditional	If	للتعبير عن شئ محتمل الحدوث في المستقبل .	
		مضارع بسيط inf. / V + s don't / doesn't + inf.	will ('ll) / won't can / can't shall / shan't may / may not must / mustn't } inf. (مصدر الفعل)
		Ex : If it rains , I won't go out . If I have money , I will buy a new car .	
		شواذ ١) نستخدم مصدر الفعل للتعبير عن الأمر في جملة جواب الشرط (والفاعل يكون محذوف) . Ex : If you meet Ahmed , tell him about the party . ٢) يمكن أن نعبر عن النصيحة في جملة جواب الشرط بأستخدام أفعال ناقصة في المضارع مثل : (should , have to / has to , ought to , must) Ex : If you are ill , you should go to the doctor .	
Second Conditional	If	للتعبير عن مواقف خيالية أو شئ مستبعد الحدوث في المضارع .	
		ماضي بسيط ed / شاذ didn't + inf.	would ('d) / wouldn't could / couldn't might / might not } inf. (مصدر الفعل)
		Ex : If I were a bird , I would fly . If I had money , I would buy a new car .	
Third Conditional	If	للتعبير عن اللوم أو العتاب أو عن استبعاد حدوث فعل في الماضي .	
		ماضي تام had + p.p hadn't + p.p	would ('d) / wouldn't could / couldn't might / might not } have + p.p
		Ex : If I had studied hard , I would have succeeded . If I had had money , I would have bought a car .	

Unless اذا لم

مثل حالات If ولكنها تشير للنفي (لا نضع بعدها not)

Ex :Unless you study , you won't pass the exam . (If you don't study , you won't pass the exam).

Expressing Regret / far wish التعبير عن الندم أو التمني المستحيل

Present عند التمني أو الندم في المضارع نستخدم الماضي البسيط	Past عند التمني أو الندم في الماضي نستخدم الماضي التام
I wish I were a bird. / If only I were a bird. If only I knew how to drive a car. I wish you wouldn't arrive late all the time.	I wish I had studied my lessons. If only I had woken up early.

Compound Sentences الجمل المركبة

Connectors الروابط	Examples أمثلة
For لأن	He loves Science **for** he wants to be a scientist.
And و	She went shopping **and** she bought vegetables.
Nor ولا	They haven't relaxed **nor** have they studied.
But ولكن	He studied hard **but** he failed the exam.
Or أو	You can join a university **or** you can have a job.
Yet ولكن	He got up late **yet** he slept early.
So ولذلك	He studied hard so he got high marks.

جمل مثبتة

Paired Connectors	Examples
Both ….. **and** كلا من دائما يأتي بعدهم فعل لصيغة الجمع (play)	- **Both** Reem **and** her sisters play tennis. - **Both** Ali **and** Saif play soccer.
Not only …… **but also / as well** ليس فقط .... ولكن أيضا	-**Not only** Reem **but also** her sisters play tennis. -**Not only** has she succeeded **but also / as well** she has got high marks. - تذكر ان نسبق الفعل المساعد علي الفاعل **not only**
And also (فاعل + فعل مساعد مثبت) , **so** (فاعل + فعل مساعد مثبت)	- Reem plays tennis **and also** do her sisters. - Reem plays tennis , **so** do her sisters.
And (فاعل + فعل مساعد مثبت) **too**	- Reem plays tennis **and** her sisters do **too**.

جمل منفية

Neither ……. **nor** ليس ..... ولا الفعل يأتي حسب الفاعل بعد (**nor**)	- **Neither** Reem **nor** her sisters play tennis. - **Neither** Reem **nor** her sister plays tennis.
and neither (فاعل + فعل مساعد مثبت) **neither** (فاعل + فعل مساعد مثبت) يمكن استخدام (**nor**) بدلا من (**neither**)	-Reem doesn't play tennis **and neither** do her sisters. - Reem doesn't play tennis , **neither** do her sisters.
And (فاعل + فعل مساعد + not) **either**	-Reem doesn't play tennis **and** her sisters don't **either**.

جمل للتعبير عن خيارين

Either ….. **or** اما ...... أو الفعل يأتي حسب الفاعل بعد (**or**)	**Either** Moza **or** her sister feeds the cat.

جمل للتعبير عن التحذير

Or / Otherwise والا	Hurry up, **otherwise / or** you will miss the bus.

None (not one / no one / nothing)

- **None** of the students want / wants to take exams.
- I wanted some coffee, but there was **none** left.

> يمكن ان نستخدم فعل لصيغة المفرد (wants) أو لصيغة الجمع (want) بعد **none** ولكن الأفضل أن نستخدم فعل لصيغة المفرد (wants)

نستخدم (**Neither**) عند التحدث عن اثنين ولا نستخدم (**none**)

Ex: **Neither** of my parents lives with me.

Prepositions of Time

in	a period of time يستخدم للتحدث عن فترة زمنية (سنة / شهر / موسم ....) in 2003 / in July / in the winter – summer – spring-fall (autumn) / in the morning – afternoon - evening / in the middle of the day / in three hours / in a few weeks
on	For days and dates: للأيام والتواريخ on my birthday / on July 4th / on Saturday / on Tuesday afternoon / on holiday / on weekend
at	A point in time: يستخدم للتحدث عن نقطة زمنية (ساعات / وجبات يومية ....) at 4 o'clock / at 10:45 / at breakfast- lunch - dinner أو مع بعض التعبيرات : at the moment / at the same time / at night / at noon / at the weekends

Prepositions of place

in	يستخدم للتحدث عن أماكن تحوطنا أو أماكن مغلقة : in a room / in Dubai / in Egypt / in a taxi
on	للتحدث عن أشياء فوق أشياء أخري أو للتحدث عن أماكن مفتوحة : on the wall / on the table / on a tree / on a field / on a plain / on a farm
at	يستخدم للتحدث عن أماكن نذهب اليها لنري الناس أو نفعل شئ : at the bus stop / at the doctor's / at school / at the end of the road / at the mall / at the door / at home

Prepositions of place حروف جر للمكان

over فوق behind خلف near / by قريب / next to بجوار inside داخل at the top في الأعلي	below / under / beneath تحت in front of أمام far away from بعيد عن outside خارج at the bottom في الأسفل	in the middle / centre في الوسط on the corner في الركن / في الزاوية across from عبر / في الجانب الأخر من

نستخدم حرف الجر by للتعبير عن وسائل المواصلات :

by bus / by car / by taxi بالباص / بالسيارة / بالتاكسي
on foot سيرا علي الأقدام

Prepositional verbs

consists of / approve of / think of	get into يركب get off ينزل
believe in / succeed in / persist in	Turn on يفتح Turn off يغلق
concentrate on / focus on / depend on / rely on / insist on	put on يضئ / يلبس put off يطفئ / يؤجل / يخلع
laugh at / look at / point at	
talk about / complain about / worry about / ask about / speak about / hear about / think about / wonder about	
wait for / apologize for / pay for / ask for	

Noun + Preposition

a cheque for / a demand for/ a need for / a reason for
an advantage of / A disadvantage of / a cause of / a photograph of / picture of / a map of / a plan of / a drawing of
an increase in / a rise in / a decrease in / a fall in
a damage to / an invitation to / a solution to / a key to / an answer to /a reply to / a reaction to / an attitude to
a relationship with / a connection with / a contact with
A relationship between / a connection between / a contact between / a difference between

Adjectives + Preposition

afraid of / frightened of / proud of / aware of / tired of /sick of /sure of / certain of	
good at / better at /bad at / annoyed at	
famous for / dangerous for / responsible for	
fond of	interested in
furious with /angry with / familiar with	
excited about / worried about / upset about / nervous about / happy about	

Modal Verbs أفعال ناقصة

Modals of Ability أفعال ناقصة تدل علي القدرة

	Affirmative	Negative	Question
Present	can + inf. Ex : He can swim. (am / is / are) able to + inf. Ex: He's able to swim.	cannot (can't) + inf. Ex : He can't swim. (Am / is / are) not able to + inf. EX: He's not able to swim.	Can + الفاعل + inf. ? Ex: Can he swim ? Am / Is / Are + الفاعل + able to + inf. ? Ex: Is he able to swim ?
Past	could + inf. Ex : He could swim last day. (was / were) able to + inf. Ex: He was able to swim.	could not (couldn't) Ex : He couldn't swim last day. (was / were) not able to + inf. Ex: He wasn't able to swim.	Could + الفاعل + inf. ? Ex : Could he swim last day ? Was / Were + الفاعل + able to + inf. ? Ex : Was he able to swim ?
Future	will be able to + inf. Ex: He'll be able to swim.	won't be able to + inf. Ex: He won't be able to swim.	Will+ الفاعل + be able to + inf. ? Ex: Will he be able to swim ?

Modals of Obligation أفعال ناقصة تعبر عن الالزام

	Affirmative	Negative
Present	Must + inf. You must come on time .	Mustn't + inf. You mustn't smoke here.
Past	had to + inf. / must have + V3 You had to come on time yesterday. I failed the exam. I must have studied.	didn't have + inf. / mustn't have + V3 You didn't have to come on time yesterday. I failed the exam. I mustn't have played.

Modals of Necessity أفعال ناقصة تعبر عن الضرورة

	Affirmative	Negative
Present	have to / has to + inf. You are fat. You have to go on a diet. He is fat. He has to go on a diet. have got to / has got to + inf. You have got to go on a diet. need to + inf. You need to study for your exam.	(don't / doesn't) have to + inf. -You are thin. You don't have to go on a diet. - He is thin. He doesn't have to go on a diet. haven't got to / hasn't got to + inf. You are thin. You haven't got to go on a diet. needn't to + inf. / don't need to + inf. -There is no exam. You needn't to study. / You don't need to study. للتعبيرعن شئ غير ضروري ولا أفعله دائما في الحاضر نستخدم : ← (don't need to + inf.) ولا نستخدم needn't to . - My eyesight is good. I don't need to wear glasses.
Past	had to + inf. He was ill. He had to take medicine. had got to + inf. He had got to take medicine. Need have + p.p. We need have booked a table. The restaurant is full.	didn't have + inf. He was well. He didn't have to take medicine. hadn't got to + inf. You hadn't got to take medicine. Needn't have + V3 / didn't need to + inf. - We needn't have booked a table. The restaurant is empty. -We didn't need to book a table . The restaurant is empty. للتعبيرعن شئ غير ضروري ولم نفعله في الماضي نستخدم : ← (didn't need to + inf.) ولا نستخدم needn't have + V3 - We had much petrol so we didn't need to stop.

Modals of Advice أفعال ناقصة تعبر عن النصح

	Affirmative	Negative
Present	should + inf. ought to + inf. had better +inf. Ex : You're tired. You should rest.	shouldn't + inf. oughtn't to + inf. had better not + inf. Ex: You're fat. You shouldn't drink pop.
Past	should have + V3 ought to have + V3 Ex: He was tired. He should have rested. He was tired. He ought to have rested.	shouldn't have + V3 / oughtn't to have + V3 Ex: He made an accident. He shouldn't have driven very fast. He made an accident. He oughtn't to have driven very fast.

Modals of Possibility / Probability / deduction أفعال ناقصة تدل علي الأستنتاج أو الأحتمال

Degrees of certainty	Present	Past
Very sure متأكد جدا	Must be He looks tired. He must be ill.	must have been He looked tired. He must have been ill.
Quite sure متأكد الي حد ما	May be He isn't here. He may be at home.	may have been He didn't come. He may have been at home.
Not sure غير متأكد	might be / could be I'm not sure . He might be ill .	might have been / could have been Ali didn't come. He might have been ill.

عندما نكون متأكدين بنسبة ١٠٠% فأننا نستخدم فعل يكون (am / is / are / was / were)
نستخدم (can't be) للاستنتاج المنفي في المضارع و (can't have been) للاستنتاج المنفي في الماضي .

Ex : Ali is in the class. He can't be absent.
Ali was in the class. He can't have been absent.

Modals Of Prediction أفعال ناقصة للتنبؤ

Affirmative	Negative
Will ('ll) I think it will rain. (Am / is / are) going to + inf. It's cloudy. I believe it's going to rain.	won't I think it won't rain. (am / is / are) not going to + inf. It's not cloudy. It's not going to rain.

Making requests (Modal + you) : أفعال ناقصة للطلب

Formal /	Could you give me your book , please ? / Would you give me your book , please ?
Informal	Can you give me your book ?

Modals of Permission (Modal + I / We) : أفعال ناقصة للأستئذان

Formal / Polite	Could I have some tea , please ? / May I have some tea , please ? Shall I have some tea , please ?
Informal	Can I have some tea , please ?

Modals to express habits : أفعال ناقصة للتعبير عن العادات

Present	Will ('ll) When we go to Paris , we'll often eat in restaurants.
Past	Would ('d) + inf. When we went to Paris , we would often eat in restaurants.

Direct & Indirect Speech الكلام المباشر والغير مباشر

الجملة الخبرية	-Reem told me (that)she felt tired. -Ali said to me (that) he had been ill. - Reem said (that) she had studied.	(that) هو الرابط في الجملة الخبرية ويمكن حذفه . (said to / told) نستخدمهم اذا كان هناك مخاطب (me) (said) نستخدمها اذا لم يكن هناك مخاطب
الجملة الأستفهامية	- I wondered if she had won the race. - She asked me whether I would come. - He asked me where I was going.	(if / whether) هما الرابطان في السؤال بهل . نستخدم أداة الأستفهام نفسها كرابط في السؤال بأداة أستفهام. (asked / wondered ..) أفعال قول تستخدم في السؤال الغير مباشر
الجملة الأمرية أو جملة النصح	- He told me to study. - He advised me not to eat sweets.	(to / not to + inf.) هما الرابطان في جمل الأمر والنصح. (told / advised …) هي أفعال القول ولا بد أن يوجد مخاطب بعدهم

- تذكر أن نستخدم أزمنة في الماضي بعد أفعال القول (told / said / asked / wondered) وذلك في الجمل الخبرية والأستفهامية.
- في الجمل الأمرية وجمل النصح نستخدم المصدر بعد (to / not to).

- لا نغير الأزمنة اذا كان فعل القول مضارع (says / asks / tells ….) :

Ex: He says he lives in UAE. (Says ⟶ lives)

لا نغير في الأزمنة اذا كان الكلام يدل علي حقائق يومية أو حقائق علمية أو حكم :

Ex: My teacher said Time is gold. / It is said that eating an apple a day keeps the doctor away.

تحويل الأزمنة في الكلام الغير مباشر

كل زمن يتم تحويله الي الزمن الأقدم منه (مضارع يتحول الي ماضي والماضي يتحول الي ماضي تام)

Direct	Indirect
am / is / are	was / were
(am / is / are) playing	(was / were) playing
was / were	had been
(was / were)	had been
have / has	had
(have / has) played	had played
had	had had
had played	had played
don't / doesn't	didn't
(don't / doesn't) play	didn't play

Direct	Indirect
didn't + inf.	hadn't + V3
didn't play	hadn't played
play- plays	played
played	had played
Will / can / may …	Would / could / might …
Will play	would play
should + inf.	should have + V3
must + inf.	must have + V3
Ought to + inf.	Ought to have + V3
Should study	Should have studied

تحويل الظروف الزمنية وأسماء الأشارة

Direct	This	These	today	tonight	now	Yesterday / last	Tomorrow / next	…… ago
Indirect	That	Those	That day	That night	then	The day before / The previous day	The day after / The following day	The …… before

Prefixes الباداءات

نستخدم (un / in / im / il / ir / dis / anti / non) بمعني (not) للتعبير عن عكس الكلمة :
unhappy / unreal / unable / unlucky / unfortunate / unmarried / unimportant / unwise/unsuitable
inaccurate / incomplete / inefficient / inactive / inexact / inappropriate / inconvenient / indirect / insincere / incorrect / inability / informal
improper / impolite / impossible / impatient / imperfect / impure / immaterial / immoral
illegal / illiterate / illogical
irregular / irrelevant / irrespective / irresponsible
discover / dislike / disinfect / dishonest / disagree / disobey / disobedient / discontinue
anti-smoking / anti-slavery / antibiotic / anti-racism
nonsmoker / nonstop / nonsense / nonresident / nonstop

نستخدم (over) بمعني زيادة عن اللزوم :   overcrowded / overpopulated / overwork / over time / over dose / overeat / oversleep
نستخدم (under / sub) بمعني تحت أو أسفل :   subway / submarine / subordinate   underground / under age / underline

Suffixes اللواحق

For people	*ar (liar) / er (teacher) / eer (engineer) / or (visitor) / ist (scientist) / ent (president) / ant (assistant) / ian (musician)*
Abstract nouns	*tion (pollution) / ion (expression) / ure (creature) / ance (allowance) / ence (confidence) / ment (development) / ness (weakness) / ship (friendship) / dom (freedom) / hood (childhood) / th (growth) / t (weight) / ty (loyalty) / ity (ability) / y (delivery) / al (arrival)*
Verbs	*fy (beautify) / en (widen) / ise (advise) / ize (summarize) / ate (activate)*
Adjectives	*able (comfortable) / ful (careful) / less (careless) / ive (expensive) / ese (Chinese) / an (urban) ian (Asian) / ant (ignorant) / ent (different) / ish (selfish) / ous (obvious) / y (windy) / ly (lovely) / ar (popular) / al (normal)*
	ing (interesting) / ed (interested) الصفات التي تنتهي ب (ing) للأشياء والصفات التي تنتهي ب (ed) للأشخاص
Adverbs	*ly (slowly - simply - happily- dramatically) / wards (forwards - backwards- towards)*